

CAMBRIDGE BRIDGE CLUB (INC)

Minutes of Meeting dated Thursday 11 April 2019 at 4.45pm

Present: Anne Blewden (President), Kevin Whyte (Treasurer), Jenny Oxley (Secretary), Liz Clayton, Allison Vince, Calum MacLean, Sue McKenzie, Helen Wallwork, Mary Casey, Louise Chambers (Committee)

Items in red need action. *Items in italics for future consideration.*

APOLOGIES: Vicki Jacobsen (Past-President), Lesley Roberts, Peter Hobman, Clare Coles (Club Captain)

CONFIRMATION OF MINUTES

Resolved: That the minutes of 14 March 2019 are confirmed.

McKenzie/Casey

Matters Arising: See General Business

TREASURER'S REPORT

	2019	2018	Change
YTD Surplus as at 31-Mar	\$5,305.46	\$13,198.65	(60)%
Annual subscriptions (net)	\$9,189.50	\$7,967.00-	15%
Total Table money collected	\$12,460.00	\$9,335.90	33%
Vouchers	\$9,764.00	\$4,587.50	213%
Vouchers discount	(\$1,205.00)		(100)%
Debtors	\$1,563.00	\$527.00	296%
Creditors	\$2,881.65	\$3,663.77	(38)%
Voucher liability	\$3,281.00	\$2,148.50	(47)%
Bank balances			
SBS Current account	\$10,359.25	\$3,961.94	
SBS Term Investment No1	\$15,248.18	\$21,406.09	(matures 18-Jun-19)
SBS Term Investment No2	\$5,461.53	\$5,315.18	(matures 19-Jun-19)
Overall cash balance	\$31,068.96	\$30,683.21	1%

Highlights for month/year

- 1) Bank balance as at 11-Apr= \$12,002.57
- 2) Table money collection **33%** up on last year – voucher usage up 87% (78% of total)
- 3) Cheque signatory change from Vicki to Anne has been actioned
- 4) 2018 Charities Commission return completed
- 5) Helloclub/(Compass)

Recommendation made for the adoption of HC, initially on a trial basis for the Committee members to become familiar with the system. Full conversion to commence once Kevin comfortable with the processes necessary for full integration with our MYOB accounting system.

This system is expected to save the Treasurer around 3 hours per week in data compilation.

The \$79/month cost can be more than offset by forgoing Pianola Plus at \$117/month.

Resolved: That Cambridge Bridge Club adopt the use of HelloClub on a trial basis with Committee members, beginning after Easter.

Vince/Clayton

Resolved: That the financial report be accepted.

Whyte/McKenzie

CORRESPONDENCE

Inward:

- 14/3 NZB, International Newsletter
- 18/3 NZB, Support for Bridge Teachers

- 19/3 NZB, Board Minutes
- 25/3, Newsletter from the Chair
- 26/3 NZB, IP trials
- 29/3 National Teaching Conference
- 31/3 Waikato-Bays, 2020 WAP dates
- 1/4 NZB Youth Strategy

Outward:

- Thank you cards to sponsors of completed Series.
- Knoxes re subscriptions for 2020

The inward correspondence was received and the outward approved.

Oxley/Clayton

PLAYING COMMITTEE REPORT

No meeting held.

GENERAL BUSINESS

1. HelloClub presentation by Michael Neels held at beginning of the meeting.
 - Exciting prospect to be first cashless Bridge Club.
 - Suggested that each committee member pay \$50 (less existing vouchers) into account as trial.
 - Eventually membership fees also to be paid via HelloClub.
 - Older members can seek assistance or pay via cheque. Suggested possible buddy system with older members or those less confident to use new system.
 - No forms/payments will be necessary at tables.
 - No cash will be held on premises.
 - Michael will send invites to committee members after Easter to commence trial.
2. Improver Lesson – defer until next meeting as Clare not present. However good numbers attended.
3. Kay Walsh painting. No tenders received. To be sold on behalf at retail shop in Cambridge. **Anne** to notify members via website and weekly notices.
4. Club History – thanks to Alison Clay and Allison Vince. To be loaded onto website. **Jenny**
5. Wednesday teams. **Allison** to arrange clipboard. Liz scoring.
6. Maintenance update. **Anne** to let Peter know that outside light not working, no smoke alarms, chain still needed for speaker and discussion re blind for office.
7. New painting working bee date to be set with Peter.
8. Two more sets of boards are required to ease dealing process when extra events, tournaments, etc. **Liz**
9. WAP date for 24 May 2020 confirmed.
10. Sixes – next meeting on 13 May. Let Anne know if you would like to provide input.
11. Championship events – unable to play with a visiting member if score to be included.
12. Junior Tournament. Anne thanked those who contributed to the successful running and catering. **Kevin** to provide summary of costs at next meeting.
13. To circulate criteria for Life membership. **Jenny**
14. Cleaning – discussed additional jobs that members are doing and possible need for extra cleaning hours. Thanks to those that are taking time to ensure clubrooms and clean and tidy for each session. Learners to be encouraged to put cups in dishwasher and tidy up after themselves.
15. NZB Volunteer of the month – Anne to check with Clare to see if this is still a regular occurrence.
16. Additional prizes for Monday daytime players discussed as consistently 8 tables. To be decided by Playing Committee.

Meeting closed at 6.pm.

Next meeting to be held **Thursday 9 May 2019 at 4.45pm**

Month ending: 31-Mar-19

	Op.Bal	Feb	Mar	Mar-19 YTD	Mar-18 YTD	% Vary
<u>Profit & Loss Statement</u>						
<u>Income</u>						
Subscriptions		\$504.00	\$90.00	\$9,649.50	\$8,237.00	17%
Subscriptions Rebate (LIFE)				(\$460.00)	(\$270.00)	(70%)
Joining Fees & Name Badges		\$195.00	\$30.00	\$360.00	\$90.00	300%
Table Money		\$536.00	\$592.00	\$2,696.00	\$4,748.40	(43%)
Table Money Vouchers		\$1,900.00	\$2,320.00	\$9,764.00	\$4,587.50	113%
Table Money Voucher Discounts		(\$290.00)	(\$255.00)	(\$1,205.00)		100%
Sponsorship (Competitions)				\$1,800.00	\$1,800.00	
Sponsorship (Programme)				\$480.00	\$360.00	33%
Grants & Donations		\$1.00		\$87.00	\$6,390.66	(99%)
Tournament Entry Fees		\$750.00	\$25.00	\$3,385.00	\$3,766.00	(10%)
Raffles				\$353.00	\$328.00	8%
Social Events Receipts				\$870.00	\$615.00	41%
Interest Received		\$2.06	\$37.44	\$332.14	\$223.98	48%
Sundry Income		\$79.00	\$220.00	\$790.35	\$439.75	80%
Total Income		\$3,677.06	\$3,059.44	\$28,901.99	\$31,316.29	(8%)
<u>Expenditure</u>						
Administration		\$153.95	\$701.41	\$1,732.86	\$1,099.70	(58%)
Advertising		\$281.23	\$281.23	\$562.46	\$562.46	
Computer Expenses			\$92.29	\$328.19	\$511.00	36%
Electricity		\$93.63	\$129.88	\$665.65	\$722.58	8%
Postage & Box Rental			\$185.00	\$185.00	\$313.99	41%
Telephone & Broadband		\$118.54	\$119.73	\$705.44	\$708.28	0%
Website			\$154.30	\$154.30	\$158.75	3%
Session Catering		\$236.37	\$171.14	\$996.64	\$663.02	(50%)
Social Events Expenses			\$437.32	\$3,162.37	\$2,066.00	(53%)
Tournament Expenses		\$476.94	\$564.75	\$2,814.47	\$2,457.16	(15%)
Affiliation Fee & Masterpoints			\$582.59	\$3,602.96	\$2,056.38	(75%)
Director & Tutor Payments			\$160.00	\$280.00	\$105.00	(167%)
Bridge Supplies		\$26.10	\$309.00	\$545.10	\$227.90	(139%)
Prizes incl. Vouchers		\$152.00	\$297.80	\$1,478.50	\$1,585.86	7%
Gifts & Donations				\$550.21	\$223.45	(146%)
Equipment R&M		\$64.77	\$156.40	\$488.12	\$237.66	(105%)
Property R&M		\$309.33		\$3,837.71	\$1,976.80	(94%)
Lease on Land				\$247.25	\$247.25	
Rates (Water & Sewerage)			\$163.83	\$313.24	\$590.78	47%
Wages					\$1,280.00	100%
Cleaning & Supplies		\$10.77	\$294.45	\$946.06	\$323.62	(192%)
Total Expenditure		\$1,923.63	\$4,801.12	\$23,596.53	\$18,117.64	(30%)
Net Surplus/(Deficit)		\$1,753.43	(\$1,741.68)	\$5,305.46	\$13,198.65	(60%)

Month ending: 31-Mar-19

	Op.Bal	Feb	Mar	Mar-19 YTD	Mar-18 YTD	
Balance Sheet						
Current Assets						
Current Account (SBS Bank)	\$8,123.09	\$1,197.54	\$755.52	\$10,359.25	\$3,961.94	161%
Cash on Hand (Float)	\$10.00			\$40.00	\$40.00	
Term Deposit 1 (SBS Bank)	\$15,000.00			\$15,248.18	\$21,406.09	(29%)
Term Deposit 2 (SBS Bank)	\$5,389.12		\$35.46	\$5,461.53	\$5,315.18	3%
Debtors		(\$827.00)	(\$745.00)	\$1,563.00	\$527.00	197%
Accrued Income	\$766.40			\$140.40	(\$5.00)	(2,908%)
Total Current Assets	\$29,288.61	\$370.54	\$45.98	\$32,812.36	\$31,245.21	5%
Fixed Assets						
Buildings at Cost	\$74,659.00			\$74,659.00	\$74,659.00	
Buildings Accum Dep'n	(\$41,256.00)			(\$41,256.00)	(\$39,763.00)	(4%)
Plant&Equipment at Cost	\$40,141.43			\$40,141.43	\$39,941.44	1%
Plant&Equipment Accum Dep'n	(\$23,473.00)			(\$23,473.00)	(\$21,621.00)	(9%)
Furniture&Fittings at Cost	\$37,027.57			\$37,249.00	\$36,366.09	2%
Furniture&Fittings Accum Dep'n	(\$23,982.00)			(\$23,982.00)	(\$20,720.00)	(16%)
Computer Equipment at Cost	\$3,192.00			\$4,599.50	\$3,192.00	44%
Computer Accum Dep'n	(\$3,106.00)			(\$3,106.00)	(\$3,085.00)	(1%)
Total Fixed Assets	\$63,203.00			\$64,831.93	\$68,969.53	(6%)
Total Assets	\$92,491.61	\$370.54	\$45.98	\$97,644.29	\$100,214.74	(3%)
Liabilities						
Creditors	\$2,943.39	(\$1,954.89)	\$1,656.66	\$2,881.65	\$3,663.77	21%
Accrued Expenses	\$762.04		\$195.00	\$195.00		(100%)
Prepaid Vouchers Liability	\$2,529.00	\$572.00	(\$64.00)	\$3,281.00	\$2,148.50	(53%)
Waikato-Bays TWITs Control	\$381.05			\$105.05	\$112.21	6%
Income in Advance	\$90.00			\$90.00	\$45.00	(100%)
Total Liabilities	\$6,705.48	(\$1,382.89)	\$1,787.66	\$6,552.70	\$5,969.48	(10%)
Net Assets	\$85,786.13	\$1,753.43	(\$1,741.68)	\$91,091.59	\$94,245.26	(3%)
Equity						
Accumulated Funds	\$96,507.01			\$96,507.01	\$96,507.01	
Retained Earnings	(\$10,720.88)			(\$10,720.88)	(\$15,460.40)	31%
Current Year Earnings		\$1,753.43	(\$1,741.68)	\$5,305.46	\$13,198.65	(60%)
Total Equity	\$85,786.13	\$1,753.43	(\$1,741.68)	\$91,091.59	\$94,245.26	(3%)